



Human Resources

DATE POSTED: August 08, 2005

REQ. # 05-184

**NOTICE OF JOB OPENING
ST. LUCIE COUNTY BOARD OF COUNTY COMMISSIONERS
EQUAL OPPORTUNITY EMPLOYER**

2300 Virginia Avenue Fort Pierce, Fl. 34982 – 5652

Telephone (772) 462-1546 Jobline (772) 462-1967

<http://co.st-lucie.fl.us>

This position must be posted for at least five (5) working days from **08-08-2005** TO **08-12-2005**,
but will remain open until filled.

DEPARTMENT/DIVISION
PARKS & RECREATION - FAIRWINDS GOLF COURSE
POSITION AVAILABLE
ASSISTANT GOLF PRO I
OF OPENINGS
1
STARTING SALARY
\$22,088.14 / year
COMMENTS
VETERANS PREFERENCE
It is the policy of St. Lucie County to give preference to eligible veterans and spouses of veterans in appointment and retention in county employment positions in accordance with Chapter 295, Florida Statutes, and Chapter 22VP-1, Florida Administrative Code. Copies of Chapter 295 and Chapter 22VP-1 are available for review in the Human Resources Department.

JOB CODE: 1014
PAY GRADE: 10
SALARY: \$22,088.14 - \$33,207.20
ASSISTANT GOLF PROFESSIONAL I

MAJOR FUNCTION: Receive instruction from the Golf Course Manager and Assistant Golf Professional II. Supervision of designated outside staff. Responsible overall condition of golf cart fleet: e.g. maintenance, appearance, availability.

KNOWLEDGE, ABILITIES, AND SKILLS: Knowledge of Fairwinds Golf Course Policy and Procedures/Rules and Regulations. Good communication skills for management, training and assignment of duties to designated outside staff under his/her supervision. Ability to maintain a professional demeanor when enforcing Policy and Procedures as outlined in the St. Lucie County Employee Handbook and Fairwinds Policy and Procedure/Rules and Regulations Manual.

ESSENTIAL JOB FUNCTION: Learn all aspects of outside and inside golf operations, with emphasis on supervision of assigned outside personnel. Responsible for complete and thorough training of assigned personnel and able to evaluate his/her performance. Overseeing maintenance of cart and driving range facilities e.g. providing accurate weekly routine equipment and facility maintenance records, repairs, supply lists. Provide requested written reports to the Golf Course Manager. Evaluate the performance of outside staff that is under his supervision. Report problems observed on golf course to the Golf Course Manager. Perform other assigned duties as requested.

ESSENTIAL PHYSICAL SKILLS: Constant walking, standing, use of both hands, fingers and legs, frequent lifting (40 pounds or less.) And other assigned duties as requested.

ENVIRONMENTAL CONDITION REQUIREMENTS: Constant working outside under adverse weather conditions, heat, cold, humidity, and rain.

WORK HAZARDS: Inherent risk of injury while performing physical activities.

MINIMUM QUALIFICATIONS: At least one year experience in maintaining and operating golf carts. A comparable amount of training and experience may be substituted for minimum requirements.

EDUCATION: Two (2) year Associates Degree or equivalent. Candidate must possess the willingness and ability to enroll in the Golf Professional Training Program (GTP) with the Professional Golf Association (PGA).

LICENSE, CERTIFICATES, OR REGISTRATIONS: Requires a valid Florida Drivers License and maintain a good driving record.